



PARK & RECREATION COMMISSION MINUTES

REGULAR MEETING – March 16, 2023

MEMBERS PRESENT

X	Jim Wise	X	Kate Hancock - Cooke	X	Gary Lawell
X	Peter Kelly	X	Eric Maggio	X	Ted Galloway
X	Lee Hillstrom	X	Ashley Ondresky	X	Brian Borchardt

STAFF PRESENT

X	Michael T. Kading, Director of Parks & Recreation
X	Jim Kluge, Superintendent of Recreation
	Trevor Fink, Superintendent of Parks
	Stephanie Schott, Recreation Supervisor

OTHERS PRESENT: Mayor Lang, Deby Netzel

MEETING CALLED TO ORDER BY Commissioner Kelly at 4:30 P.M.

CORRESPONDENCE

None.

APPEARANCES

Ms. Netzel inquired about the opportunity to increase pickleball facilities throughout the city. Commissioners accepted the request and indicated that they would further discuss during the CIP portion of the meeting and that this will be an ongoing discussion with staff to determine the best course of action.

Commission President Kelly further acknowledge an email that he received late this afternoon from Alderperson Skyrms supporting the development of pickleball opportunities in Neenah. The email had been sent to all commissioners. Not all commissioners had seen the email prior to the meeting.

MINUTES

MSC Hillstrom / Lawell to approve the minutes of the February 16, 2023. All voting aye.

BILL VOUCHERS

Commissioner Kelly reviewed the vouchers for March and found them to be in order.

FINANCIAL REPORT

MISSION ACTION REPORT

The report was distributed earlier. The following items were discussed:

- Commissioner Lawell complimented staff on the excellent Spring / Summer Rec Guide that recently arrived in the mail. The offering of overall recreation programs was superb.
 - Commissioner Hancock-Cooke suggested that staff be prepare for the question about mailing the Rec Guides to residents and have stats and data to back up the continued mailing.
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- Superintendent Kluge indicated that each guides costs .79 to print and send, and the mailing list consists of approximately 9,000 addresses.
- Commissioner Borchardt commented on the importance of staying on top of trends and figuring out the best and most cost-efficient manner to communicate with our residents.
- Commissioner Galloway shared a recent online experience he had with a local organization and felt that a printed rec guide was still the best method to communicate with the public.
- Commissioner Maggio inquired about the registration start time. Superintendent Kluge commented that we have historically began at 7:30am. He understands that this may be inconvenient for some but felt the ability to have staff available to serve in-person registrations and answer email and phone questions outweighed starting without staff available. This will continue to be monitored and discussed.
- Commissioner Hillstrom indicated that the City Newsletter continues to be printed and mailed.
- Commissioner Kelly requested that staff agendize the Commission Retreat priorities in April and further requested individuals who are willing to help revise the By-Laws. Commissioners Hancock-Cooke, Ondresky, Maggio, and Kelly all volunteered. Staff will email the retreat notes.

BUSINESS FOR CONSIDERATION

BUSINESS ITEM #1: Accept and Approve Baldwin Park Play Equipment

After review and discussion, Commissioners indicated preferences as follows:

Galloway: Option #2 from GL
Lawell: Option #2 from GL
Hancock-Cooke: Option #2 from GL
Hillstrom: Option #1 from GT
Wise: Option #1 from GT
Maggio: Option #2 from GL
Ondresky: Option #2 from GL
Borchardt: Option #1 from GT

Action: MSC Lawell / Galloway motioned to accept and approve the proposal from Geber Leisure Products in the amount of \$111,130 to provide and install play equipment and surfaces per specifications utilizing budgeted 2023 CIP Funds. Motion carried.

BUSINESS ITEM # 2: Review and Recommend 2023-2027 Capital Improvement Plan

Director Kading reviewed recommendations for the CIP.

- Remove Arrowhead from the overall Parks & Recreation CIP and establish its own CIP page (similar to Cemetery).
- Further potential 2023 expenditures for Arrowhead will utilize identified carry forward funds.
- 2023 Pool Basin Painting should be budgeted at \$55,000. Attempted to correct on several occasions but never seemed to get carried through.
- Add \$300,000 to the 2024 CIP to redevelop Southview Tennis Courts - new asphalt, fencing, and LED lighting. The cost to resurface is estimated at \$140,000 - \$160,000.

- Kimberly Point Lighthouse – scheduled for assessment and preliminary design/cost estimate in 2024, final design and grant writing in 2025, and construction in 2026. Specific estimated dollars will be budgeted after assessment.
- Please Note: Doty and Kimberly Point seawall and shoreline protection numbers are just estimates, and we will have better numbers by the end of summer.
- All play equipment work has been increased by \$5,000 to accommodate for increased costs of surfacing.
- Cemetery Chapel work will begin this spring through efforts of donations and will include an equipment storage facility. Staff is recommending a Cremation Mausoleum in 2027.
- CIP Equipment follows a prescribed replacement with a few minor adjustments.

Discussion ensued about the possibility of expanding pickleball opportunities throughout the park system and offerings. All opportunities should be explored and should be data-driven.

The \$250,000 for Rec Park parking lot was questioned as to if it was enough. Likely not, but staff is meeting with Public Works next week to further discuss.

The picnic table replacement program is 50% completed and will conclude in 2024, and previously requested dollars in 2025 have been deleted.

Action: .MSC Lawell / Galloway to accept and recommend the 2023-2027 Capital Improvement Plan as presented with the discussed recommendations. Motion carried.

BUSINESS ITEM # 3: Announcements and Future Agenda Items
Commission Retreat Priorities
Vehicle Replacement
2023 CIP Chart

LIAISON REPORTS

PLANS COMMISSION: Hancock-Cooke had nothing to report.

HARBOR COMMITTEE: Galloway reported that it is full of water.

Arrowhead Task Force: Met on Tuesday, March 14, and reviewed survey and stakeholder information. A public input session was held Tuesday evening for further input. Master planning process is scheduled to wrap up in May.

MSC Hillstrom / Lawell to adjourn at 5:47 P.M.

Recorded for the Commission by Michael T. Kading, CPRP